

BUDGET, FINANCE & INVESTMENT COMMITTEE

November 10, 2011

5:30 P.M.

Courthouse

MINUTES:

Members Present:

Comm. Charlie Baum
Comm. Joe Frank Jernigan
Comm. Will Jordan
Comm. Robert Peay, Jr.
Comm. Steve Sandlin
Comm. Doug Shafer
Comm. Joyce Ealy, Chrm.

Others Present:

Teb Batey
Laura Bohling
Sheriff Robert Arnold
Lisa Nolen
Melissa Stinson
Larry Farley
Michael Gregory

Others Present:

Anthony Tuggle
Joe Russell
Virgil Gammon
Randy Garrett
Christopher Deal
Mike Fitzhugh
Nancy Loyd

Others Present:

Jeff Sandvig
John Shepherd
Rikesh Patel
Scott Broden
Elaine Short

Chairman Ealy presided and called the meeting to order with all members being present.

APPROVE MINUTES:

The minutes of the October 6, 2011 Budget Committee meeting were presented for approval.

Comm. Shafer moved, seconded by Comm. Jordan to approve the minutes as presented.

The motion passed unanimously by acclamation.

INVESTMENT REPORT:

Mr. Teb Batey, Trustee, presented the monthly Investment Report for the use and information of the committee advising that there were no investment transactions during the past month. The LGIP interest rate was .12%.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the monthly Investment Report as presented.

The motion passed unanimously by acclamation.

FUND CONDITION REPORT:

Finance Director Lisa Nolen presented the Fund Condition Report for the month ending October 31, 2011 advising that the Development Tax collections for the month were \$60,750 with the year-to-date collections being \$315,750. This compared to the same period last year when the monthly collections were \$45,000, and the year-to-date collections were \$353,250.

The committee reviewed the fund cash balances totaling \$118,876,450 with operating funds being \$101,154,127 and borrowed funds being \$17,722,323. This compared to the same period last year when the total cash balances were \$115,220,767 with operating funds being \$110,843,501 and borrowed funds being \$4,377,266.

The Finance Director reminded the committee that of the \$17,722,323 in borrowed funds \$15,000,000 was borrowed from the Debt Service Fund.

The Finance Director also advised that later in the meeting a request would be presented to transfer the remaining balance of \$23,271 from the Lane Agri-Park Project. She also advised that the School Board would be requesting to transfer money from Rockvale Middle, Buchanan Middle, Oakland Middle and the New Elementary School Projects to provide funding for the Eagleville Phase II Addition.

Following review, Comm. Sandlin moved, seconded by Comm. Peay to approve the Fund Condition Report for the month ending October 31, 2011 as presented.

The motion passed unanimously by acclamation.

RISK MANAGEMENT:

Mrs. Melissa Stinson, Risk Management Director presented the monthly Insurance Financial Report for the use and information of the committee advising that the cost per employee per month for the month of October including medical, dental and vision was \$851.13. This compared to October of last year when the cost per employee per month was \$809.01. The year-to-date average cost per employee was \$882.34. Including the on-site medical clinics, the average cost per employee per month was \$900.78 compared to \$747.84 for the prior year.

Regarding the OJI and Workers' Compensation, the year-to-date claims paid totaled \$220,330.08 compared to \$208,239.50 for the prior year, which was an increase of 1.06%.

Following review, Comm. Jordan moved, seconded by Comm. Sandlin to approve the monthly Insurance Financial Report as presented.

The motion passed unanimously by acclamation.

RECOMMENDATION TO INCREASE THE "NO-SHOW" FEE AT THE MED-POINT CLINICS:

Mrs. Stinson advised the committee that in May, 2009, the commission adopted a Resolution implementing a \$25 fee for missed appointments at the on-site clinics beginning with the second missed appointment, which was effective January 1, 2010.

In October, 2010, the commission adopted a Resolution that effective January 1, 2011, to charge for missed appointments beginning with the first missed appointment, and reduced the "no-show" fee to \$15 with the expectation that charging on the first missed appointment would modify the participant's behavior.

Mrs. Stinson advised that at the time of the review in 2010, those with only one missed appointment were the largest population being charged a fee. She advised that this trend was continuing with over 80% of missed appointments being by participants who only miss one during the year.

Mrs. Stinson advised that overall, there has only been a slight decrease in the number of appointments missed for the months of January through August, 2011. As of August 31, 2011, 466 appointments have been missed compared to 510 missed appointments for the same period in the prior year.

Mrs. Stinson advised that the labor cost per appointment in 2010 was \$34.72 compared to \$36.32 for January through August, 2011.

Mrs. Stinson advised that it was the recommendation of the Insurance and Benefits Committee that effective January 1, 2012, the "no-show" fee be increased to \$25.00 beginning with the first missed appointment; and that the cancellation of appointments must be made by 7:00 A.M. on the day of the appointment. If the appointment is not cancelled by 7:00 A.M., the "no-show" fee will be charged.

Comm. Jordan advised that there was a lengthy discussion about the "no-show" fee at the Insurance Committee, but that the recommendation passed unanimously.

Following discussion, Comm. Jordan moved, seconded by Comm. Sandlin to forward a Resolution to the County Commission that effective January 1, 2012, a \$25 "no-show" charge be imposed to members who fail to attend scheduled on-site clinic appointments and/or cancel said appointments before 7:00 A.M. the day of the appointment, with the "no-show" charge to be payroll-deducted for active employees and their family members and billed to retirees beginning with the first missed appointment.

The motion passed unanimously by roll call vote.

GENERAL FUND BUDGET AMENDMENTS

JUVENILE COURT:

The Finance Director advised that at last month's Budget Committee meeting an amendment was approved for the Juvenile Court to provide funding for additional part-time hours for the court officers due to court being held more often. She advised that the previous amendment had been incorrectly computed adding only one eight hour shift instead of four. She requested approval of the following budget amendment for the Juvenile Court to provide funding for additional part-time hours for the court officers:

From: 101-34520 - - CTSEC – Restricted for Administration of Justice - \$10,095

To:	101-53500-169 – Part Time Personnel -	\$ 9,360
	101-53500-201 – Social Security -	585
	101-53500-212 – Employer Medicare -	150

Comm. Jernigan moved, seconded by Comm. Jordan to approve the budget amendment for the Juvenile Court as requested amending \$10,095 from Account 101-34520—CTSEC, Restricted for Administration of Justice, with \$9,360 to Account 101-53500-169, Part Time Personnel; \$585 to Account 101-53500-201, Social Security; and \$150 to Account 101-53500-212, Employer Medicare.

The motion passed unanimously by roll call vote.

FIRE & RESCUE:

Chief Larry Farley requested approval of the following budget amendment to provide adequate funding for the Fire & Rescue Gasoline Account utilizing funds from the pooled gasoline account in the Miscellaneous Category:

From:	101-58900-425 – Miscellaneous/Gasoline -	\$ 3,000
To:	101-54320-425 – Fire & Rescue/Gasoline -	\$ 3,000

Comm. Jernigan moved, seconded by Comm. Jordan to approve the budget amendment for the Fire & Rescue Department as requested amending \$3,000 from Account 101-58900-425, Miscellaneous Gasoline, to Account 101-54320-425, Fire & Rescue Gasoline.

The motion passed unanimously by roll call vote.

REQUEST APPROVAL TO APPLY FOR LIBERTY MUTUAL'S BE FIRE SMART FIRE SAFETY PLEDGE PROGRAM AND FIREHOUSE SUBS PUBLIC SAFETY FOUNDATION GRANT:

Chief Farley requested approval to submit a grant application for Liberty Mutual's Be Fire Smart Fire Safety Pledge Program in the amount of \$10,000, which requires no matching funds.

Chief Farley also requested permission to submit a grant application to the Firehouse Subs Public Safety Foundation in the amount of \$10,000, which also requires no matching funds.

Comm. Jernigan moved, seconded by Comm. Jordan to authorize the County Mayor to execute grant applications for both the Liberty Mutual Be Fire Smart Fire Safety Pledge Program and the Fire Subs Public Safety Foundation Grant in the amount of \$10,000 for each grant, which require no matching funds.

The motion passed unanimously by acclamation.

PET ADOPTION & WELFARE SERVICES:

Mr. Michael Gregory, PAWS Director, requested approval of the following budget transfers to provide additional funding for the Overtime Account and the Part Time Personnel Account utilizing available funds from the Supervisor Account; to provide additional funding for the Veterinary

Services Account to pay private veterinarians for surgeries while the surgical area is being constructed; and to provide additional funding for the Maintenance Agreements Account due to an increase in the cost of the software contract for the shelter:

From: 101-55120-105 – Supervisor -	\$15,000
To: 101-55120-169 – Part Time Personnel -	\$ 7,500
101-55120-187 – Overtime Pay -	7,500
From: 101-55120-413 – Drugs & Medical Supplies -	\$ 4,000
To: 101-55120-357 – Veterinary Services -	\$ 4,000
From: 101-55120-435 – Office Supplies -	\$ 1,000
To: 101-55120-334 – Maintenance Agreements -	\$ 1,000

Comm. Sandlin moved, seconded by Comm. Baum to approve the budget transfers for the PAWS as requested transferring \$15,000 from Account 101-55120-105, Supervisor, with \$7,500 to Account 101-55120-169, Part Time Personnel, and \$7,500 to Account 101-55120-187, Overtime Pay; transferring \$4,000 from Account 101-55120-413, Drugs & Medical Supplies, to Account 101-55120-357, Veterinary Services; and transferring \$1,000 from Account 101-55120-435, Office Supplies, to Account 101-55120-334, Maintenance Agreements.

The motion passed unanimously by roll call vote.

APPROVE GRANT CONTRACT WITH TENNESSEE DEPARTMENT OF HEALTH:

Mr. Gregory requested approval of a Grant Contract with the Tennessee Department of Health in the amount of \$3,000, which requires no matching funds, for the provision of low cost sterilization of dogs and cats. Mr. Gregory advised that the funding would allow more visits for the Spay Station to come from Wilson County.

Comm. Peay moved, seconded by Comm. Shafer to authorize the County Mayor to execute the Grant Contract with the Tennessee Department of Health in the amount of \$3,000, which requires no matching funds.

The motion passed unanimously by roll call vote.

AGRICULTURE EXTENSION:

Mr. Anthony Tuggle, Agriculture Extension Director, requested approval of the following budget amendment to transfer the remaining funds in the amount of \$23,271 from the Lane Agri-Park Capital Project in Fund 171, General Capital Projects Fund, to the General Fund; and to appropriate it, along with funds from the Committed for Agriculture and Natural Resources Account to provide \$13,820 for a security system, \$11,000 for signs, \$22,000 for internet, and \$12,000 for a utility tractor. Mr. Tuggle advised that the funds in the Committed for Agriculture and Natural Resources Account had been accumulated over several years from rental income from the facilities:

From: 101-34640 - - AGRI – Committed for Agriculture & Natural Resources -	\$26,849
Increase Revenue: 101-49800 – Transfers In -	\$23,271
Increase Expend.: 101-57100-499 – Other Supplies/Materials -	\$16,120
101-57100-709 – Data Processing Equipment -	22,000
101-57100-790 – Other Equipment -	12,000

Comm. Jordan moved, seconded by Comm. Peay to approve the budget amendment for the Agriculture Extension Office as requested amending \$26,849 from Account 101-34640 - - AGRI, Committed for Agriculture & Natural Resources; increasing Revenue Account 101-49800, Transfers

In, by \$23,271 as a transfer from the Lane Agri-Park Project in Fund 171, General Capital Projects Fund; and increasing Expenditure Accounts 101-57100-499, Other Supplies & Materials, by \$16,120; 101-57100-709, Data Processing Equipment, by \$22,000; and 101-57100-790, Other Equipment, by \$12,000.

The motion passed unanimously by roll call vote.

Mr. Tuggle advised that he had a secretary position that had been vacant since October 17, and Tennessee State University had agreed to fund the secretary position 100%, therefore, freeing up county funds. He advised that he was proposing to use the remaining money to hire a full time Farmers' Market Manager who would also provide educational services and programs for farmers. He also advised that the Farmer's Market Manager had been working with M.T.S.U.'s principal grant writer and that a \$95,000 grant had been approved for the next three years to allow payments by debit, credit, or EBT cards and to provide transportation from low income areas to the Farmer's Market. He advised that M.T.S.U. would be providing the vans.

Mr. Tuggle requested approval of the following budget amendment to provide funding for a full time Farmer's Market Manager effective November 11, 2011:

From: 101-57100-161 – Secretary -	\$18,400
To: 101-57100-189 – Other Salaries & Wages -	\$18,400

Comm. Shafer moved, seconded by Comm. Peay to approve the budget amendment as requested to provide funding for a full time Farmer's Market Manager transferring \$18,400 from Account 101-57100-161, Secretary, to Account 101-57100-189, Other Salaries & Wages.

The motion passed unanimously by roll call vote.

HIGHWAY FUND BUDGET AMENDMENT:

Chairman Ealy advised of a proposed budget amendment for the Highway Department to recognize additional revenue to be received from the State for road projects, and to appropriate the additional revenue for State Aid Projects as follows:

Increase Revenue:	131-46420 – State Aid Program -	\$578,000
Increase Expend.:	131-68000-726 – State Aid Projects -	\$578,000

Comm. Jernigan advised that the funds were used on projects on the Old Woodbury Road and the Old Nashville Highway.

Comm. Peay moved, seconded by Comm. Sandlin to approve the budget amendment for the Highway Fund as requested increasing Revenue Account 131-46420, State Aid Program, by \$578,000; and increasing Expenditure Account 131-68000-726, State Aid Projects, by \$578,000.

The motion passed unanimously by roll call vote.

SHERIFF'S DEPARTMENT BUDGET AMENDMENTS:

Sheriff Robert Arnold and Chief Deputy Joe Russell requested approval of the following budget amendments to recognize revenue from donations to be used for K-9 purchases:

Increase Revenue:	101-44570 – Contributions/Gifts -	\$24,000
Increase Expend.:	101-54110-399 – Other Contracted Services -	\$24,000

Mr. Russell advised that at the Public Safety Committee meeting he requested approval of a budget amendment of \$5,000 from the Sheriff's Department Overtime Account and the related benefits to Office Equipment. He advised that he was requesting to amend \$5,000 from the Detention Other Contracted Services Account instead of the Overtime Pay and related benefits as follows:

From: 101-54210-399 – Jail/Other Contracted Services -	\$ 5,000
To: 101-54110-719 – Sheriff's Dept./Office Equipment -	\$ 5,000

Comm. Jernigan moved, seconded by Comm. Baum to approve the budget amendments for the Sheriff's Department as requested recognizing revenue of \$24,000 in Account 101-44570, Contributions & Gifts, and increasing Expenditure Account 101-54110-399, Other Contracted Services, by \$24,000; amending \$5,000 from Account 101-54210-399, Jail Other Contracted Services, to Account 101-54110-719, Sheriff's Department Office Equipment.

The motion passed unanimously by roll call vote.

APPROVE GRANT CONTRACT WITH TENNESSEE DEPARTMENT OF TRANSPORTATION FOR SHERIFF'S DEPARTMENT:

Mr. Russell requested approval of a Grant Contract with the Tennessee Department of Transportation in the amount of \$74,985.04 for the provision of implementing a highway safety grant. No matching funds are required. Mr. Russell advised that the money would be used to purchase laptop computers, radar units and Overtime Pay.

Comm. Sandlin moved, seconded by Comm. Jernigan to authorize the County Mayor to execute a Grant Contract with the Tennessee Department of Transportation in the amount of \$74,985.04 to implement a highway safety grant with no matching funds required.

The motion passed unanimously by roll call vote.

REQUEST TO IMPLEMENT A FEE FOR IN-HOUSE BLOOD DRAW FROM INMATES AT THE JAIL FACILITY RELATIVE TO DUI CASES:

Mr. Russell requested approval of a Resolution, which was prepared by the County Attorney's Office, that authorizes, pursuant to TCA 40-25-104, "all costs incident to the arrest and safekeeping of the defendant, before and after conviction, due and incident to the prosecution and conviction, and incident to the carrying of the judgment or sentence of the court into effect" to be adjudged against a criminal defendant at the time of conviction by the court.

Mr. Russell explained that adoption of the Resolution would allow the Sheriff's Department to recover the costs of collecting blood draws at the jail facility. He explained that the blood draws would be performed under Dr. Rudd's care. He explained that the cost of the blood draws would be added to the inmate's court costs.

A copy of a letter from Sheriff Arnold to the Public Safety Committee explained that the fee for drawing the blood sample must not exceed the cost from the provider, and the fee also does not include the charges from the TBI for testing, storage and reporting.

The Sheriff's office requested to levy a charge of \$100 per test administered per defendant for the cost of administering and processing the required DUI Blood Alcohol test. Mr. Russell advised that if the Resolution was approved, the procedures would be then be worked out with the Circuit Court Clerk. Mr. Russell advised that the Sheriff's Office might not recoup all of the costs associated with the blood draws. He said that some people would pay it and some people would not pay it. The individuals who have their cases dropped against them would not have to pay the fee.

Comm. Shafer asked how the blood draws were being handled at the current time.

Mr. Russell advised that the cost of the blood draws was included in the line item for Dr. Rudd, and that basically the taxpayers were paying it.

Mr. Russell explained that Dr. Rudd had not previously been performing the blood draws, but the Sheriff's Department had requested that Dr. Rudd implement the service and to estimate the cost for it. He explained that the costs were compared to blood draws being done at the hospital.

Sheriff Arnold advised that Dr. Rudd was already performing the blood draws, and the adoption of the Resolution would allow the Sheriff's Department to recoup some of the costs.

Mr. Russell advised that this service was not included in Dr. Rudd's contract, and that Dr. Rudd's contract would be due for renewal next fiscal year.

Sheriff Arnold advised that he believed this would be a more secure way of handling the blood draws instead of taking the individuals to the hospital. He stated that the nurse at the jail that handled the intakes had gone to school to become licensed to take the blood draws. He stated that by doing this at the jail facility it would be safer for the public, and it would also allow the Sheriff's Department to offset some of the costs that were being paid.

Mrs. Nolen stated that the Resolution provided that the requested cost to be assessed for procuring the blood sample against the defendant shall only reflect the actual cost of procuring the blood sample without an upward adjustment. She questioned that since there had been no adjustment to Dr. Rudd's contract that there had been no increased cost. She asked how the \$100 fee could be determined if there had not been any changes to Dr. Rudd's contract.

Mr. Russell advised that it was costing Dr. Rudd more, but he was doing this in good faith until his contract was renewed.

Mrs. Nolen stated that as currently being performed, the Sheriff's Department could not demonstrate that the cost of the blood draws was \$100. She stated that she believed that the Sheriff's Department had to be able to justify that the cost was at least \$100. She stated that currently, the county was not incurring any additional cost.

Comm. Jordan asked how long it was going to take to set up the procedures for handling the blood draws. He stated that if Dr. Rudd's contract was due to be renewed at the first of the next fiscal year, that perhaps the new procedure could be established to go into effect July 1, 2012.

Mrs. Bohling advised that she would need the backup detail associated with the blood draw cost in order to add it to the court cost. She stated that every Resolution either included an actual TCA code or she would need a bill to place in the defendant's file.

Comm. Jordan advised that if the Resolution was approved, it would allow the Sheriff's Department and the Circuit Court Clerk to get the details worked out. He stated that he was for charging the offender instead of the taxpayer.

Chairman Ealy stated that there seemed to be some questions about the details. First of all, how the \$100 charge for the blood draws was determined. Secondly, was the Circuit Court Clerk's Office comfortable with implementing the procedures for handling billing for the blood draws, or would it be better to send the issue back through the committee process for more information.

Mrs. Bohling advised that she would not be comfortable with starting the procedure for the blood draws now only because her office would need the backup detail. She stated that if there was a Resolution, there had to be some backup details to the Resolution. She stated in this case there would have to be an actual invoice that she could put with the defendant's file. She stated that she would need to know the real cost.

Mr. Russell stated that he believed that the cost for the blood draw would be added to the defendant's bill. He stated that there would be a bill from Dr. Rudd, and then when the courts were paid, the Sheriff's Department would also be paid.

Sheriff Arnold advised that they would not immediately start charging the fee.

Comm. Sandlin stated that he was not sure of the procedure. He stated that it appeared that Dr. Rudd was performing the blood draws, but that the hospital was also performing blood draws. He asked who was paying the fee now and how much the fee was.

Comm. Sandlin stated that he believed the issue of performing the blood draws should be sent back to the Public Safety Committee.

Chairman Ealy noted that the Resolution stated that the procedure for the blood draws would take effect upon adoption.

Comm. Shafer asked if performing the blood draws would increase the county's liability, because it was now being done at the hospital.

Sheriff Arnold advised that the hospital was going to start charging for the blood draws. He stated that the hospital did the blood draws for free at the old hospital, but when they moved to the new hospital they were going to start charging the county for it.

Following discussion, Comm. Sandlin moved, seconded by Comm. Peay to send the request for charging a \$100 fee for in-house blood draws from inmates at the jail facility relative to DUI cases back to the Public Safety Committee for more information.

The motion passed unanimously by acclamation.

DEA SPECIAL PURPOSE FUND BUDGET AMENDMENT:

Mr. Russell next requested approval of the following budget amendment for the DEA Fund recognizing revenue from asset forfeitures of \$225,435 and appropriating \$5,000 for In-Service Training, \$20,000 for Uniforms, \$10,000 for Data Processing Equipment, \$15,000 for Other Equipment, with the remaining \$175,435 increasing Assigned for Public Safety:

Increase Revenue:	121-47700 – Asset Forfeiture Funds -	\$225,435
Increase Expend.:	121-54110-196 – In-Service Training -	\$ 5,000
	121-54110-451 – Uniforms -	20,000
	121-54110-709 – Data Processing Equipment –	10,000
	121-54110-790 – Other Equipment -	15,000
Increase Assigned for Public Safety:	121-34725 -	\$175,435

Comm. Jordan moved, seconded by Comm. Sandlin to approve the DEA Special Purpose Fund budget amendment as requested increasing Revenue Account 121-47700, Asset Forfeiture Funds, by \$225,435; increasing Expenditure Accounts 121-54110-196, In-Service Training, by \$5,000; 121-54110-451, Uniforms, by \$20,000; 121-54110-709, Data Processing Equipment, by \$10,000; 121-54110-790, Other Equipment, by \$15,000; and increasing Account 121-34725, Assigned for Public Safety, by \$175,435.

Comm. Baum asked if the budget amendment reflected unexpected revenue increases.

Mr. Russell advised that the revenue was asset forfeitures from seizures.

Comm. Baum asked if the revenue was unanticipated. He stated that by also increasing the expenditure accounts, it was increasing the amount that was originally allocated for the line items.

The Finance Director advised that the Special Purpose Fund was different from all other funds, because the revenue could only be budgeted when it was received. She stated that the revenue could not be projected based on an estimate of what it was believed that the county would receive.

Comm. Baum stated that he asked the question, because if the revenue was unanticipated, the amount being appropriated for the expenditures became real increases. He stated that if the fiscal year began without thinking that additional money was going to be needed for the expenditures, would it be possible to put some of the money into some of the capital projects that were going to be needed. He stated if there were other needs, he wondered if the money could be reallocated toward some of the other needs.

Sheriff Arnold stated that this budget line item was under the Sheriff Department's authority and not the county commission's authority. He stated that this money was received from working with the DEA on narcotics cases. He stated that the Sheriff's Department was planning to use the money to purchase a piece of equipment.

Following discussion, the motion to approve the DEA Special Purpose Fund budget amendment as requested increasing Revenue Account 121-47700, Asset Forfeiture Funds, by \$225,435; increasing Expenditure Accounts 121-54110-196, In-Service Training, by \$5,000; 121-54110-451, Uniforms, by \$20,000; 121-54110-709, Data Processing Equipment, by \$10,000; 121-54110-790, Other Equipment, by \$15,000; and increasing Account 121-34725, Assigned for Public Safety, by \$175,435 passed unanimously by roll call vote.

RECOMMENDATIONS FROM PROPERTY MANAGEMENT COMMITTEE & PUBLIC SAFETY COMMITTEE REGARDING THE JAIL KITCHEN RENOVATION AND EXPANSION:

The Finance Director provided funding information for the Jail Remediation (exterior brick repair), Jail kitchen expansion & renovation, and the Dispatch Office at the Sheriff's Department. The current cash balance in the Jail Remediation project is \$34,634, and the current cash balance in the Jail kitchen expansion & renovation project is \$116,488. The current cash balances in both projects were for architect fees.

The additional funding needed for the exterior brick repairs was a base bid of \$215,152 plus \$6,000 for Alternate No. One for a total of \$221,152.

For the Jail kitchen expansion and renovation \$1,200,000 in additional funding was needed for Option B, which added approximately 2,500 new square feet with a complete redesign of the kitchen layout and flow, and would be able to serve 1,500 plus meals at a time. This option was recommended by both Property Management and the Public Safety Committees.

For the Dispatch Office at the Sheriff's Department, \$510,000 was needed.

The Finance Director advised that she was recommending that the funding source for the jail exterior brick repair in the amount of \$221,152 be provided from the Litigation Tax. She also recommended that \$927,200 of the funding needed for the Jail kitchen expansion and renovation be provided from the Litigation Tax with the remaining \$272,800 to be provided from the Restricted for Capital Projects (Development Tax). She also recommended that the Development Tax be used to fund \$510,000 for the Dispatch Office.

Mrs. Nolen provided an analysis of the Development Tax advising that including projects that were approved during the budget process and with additional support from the Christy Houston Foundation, the estimated ending balance at June 30, 2012 was \$2,266,484. After appropriating \$272,800 for the Jail kitchen, \$510,000 for the Dispatch Office, and additional support from E-911 of \$215,000, the revised estimated ending balance at June 30, 2012 was \$1,698,684.

The Finance Director provided an analysis of the Litigation Tax advising that including projects that had already been approved; the estimated ending balance at June 30, 2012 was \$1,192,352. After appropriating \$221,152 for the Jail exterior brick repair and \$927,200 for the Jail expansion and renovation, the revised estimated ending balance at June 30, 2012 was \$44,000.

Comm. Shafer moved, seconded by Comm. Sandlin to approve funding of \$1,200,000 for the Jail expansion and renovation as recommended by the Property Management and Public Safety Committees with the funding to be provided from the following budget amendment as a transfer to Fund 171, General Capital Projects Fund, and to forward a Resolution to the County Commission for the same:

From: 101-34525 - - JWC – Restricted for Public Safety -	\$927,200
101-34585 – Restricted for Capital Projects -	272,800
To: 101-99100-590 – Transfers Out -	\$1,200,000

The motion passed by roll call vote with Comm. Peay voting “no”.

Comm. Shafer advised that this option was \$220,000 more than the other option, but it would provide adequate space for the foreseeable future.

RESOLUTION AUTHORIZING FUNDING FOR THE SHERIFF’S DEPARTMENT DISPATCH OFFICE:

Chairman Ealy advised that it was being recommended to fund \$510,000 from the Development Tax to provide funding for the Dispatch Office at the Sheriff’s Department.

Comm. Jordan asked if the funding would cover the cost for the electronic portion as well as the platforms.

The Finance Director advised that the bid total was \$502,000, but in discussions with the Mayor it was suggested that the amount funded be rounded up to \$510,000 to cover any unforeseen issues.

Comm. Jernigan moved, seconded by Comm. Baum to approve funding in the amount of \$510,000 from the Development Tax as a transfer to Fund 171, General Capital Projects Fund, to provide funding for the Dispatch Office at the Sheriff’s Department as follows and to forward a Resolution to the County Commission for the same:

From: 101-34585 – Restricted for Capital Projects (Development Tax) -	\$510,000
To: 101-99100-590 – Transfers Out -	\$510,000

The motion passed unanimously by roll call vote.

RECOMMENDATION AUTHORIZING FUNDING FOR THE BRICK REPAIR AT THE RUTHERFORD COUNTY SHERIFF’S DEPARTMENT:

Chairman Ealy advised that it was being recommended to fund \$221,152, including Alternate No. One, for the Jail exterior brick repair with the funding to come from the Litigation Tax.

Comm. Jernigan moved, seconded by Comm. Sandlin to approve funding in the amount of \$221,152 from the Litigation Tax to provide a transfer to Fund 171, General Capital Projects Fund, for the exterior brick repair at the Sheriff’s Department and to forward a Resolution to the County Commission for the same:

From: 101-34525 - - JWC – Restricted for Public Safety (Litigation Tax) -	\$221,152
To: 101-99100-590 – Transfers Out -	\$221,152

Comm. Baum asked again that when an unexpected windfall of \$225,000 was received, and an additional \$20,000 was appropriated for uniforms, why a portion of that could not be used to help the county on some of these projects. He stated that if that much money was needed for uniforms, it seemed like the Sheriff’s Department would have known about it three months ago.

Mr. Russell stated that DEA money could only be used for DEA operations.

The Finance Director stated that she believed that the use of the DEA money was a lot broader.

Comm. Baum stated that over the last several months, a lot of unanticipated revenue had gone through the Budget committee. He stated that, at this point, none of it had been allocated for brick work, dispatch center equipment, or the kitchen. He asked if that was an option, or if the Sheriff would be willing to use some of that money on occasion to help out the county.

Mr. Russell stated that he believed this was helping the county, because instead of increasing their operating budget for the Sheriff’s Department, they were able to use the DEA money to purchase the uniforms. He stated there were a lot times when this money was not received, and the officers were

not able to make purchases. He stated that they could not make the purchases if the money was not received.

Comm. Baum stated that the Finance Director had reported that the DEA money could not be projected at the beginning of the year, so that by definition the revenue received was unanticipated.

Comm. Jordan asked if the DEA money could be used for the exterior brick repair. He stated that he thought that the drug money or the DEA money had to stay in the Drug Fund and could not be used for capital projects.

Chief Randy Garrett stated that there were very strict guidelines as to what the DEA money could be used for. He stated that the money could not be used to build a building.

Following discussion, the motion to approve funding in the amount of \$221,152 from the Litigation Tax to provide a transfer to Fund 171, General Capital Projects Fund, for the exterior brick repair at the Sheriff's Department amending \$221,152 from Account 101-34525 - - JWC, Restricted for Public Safety (Litigation Tax) to Account 101-99100-590, Transfers Out, and to forward a Resolution to the County Commission for the same passed unanimously by roll call vote.

RECOMMENDATION APPROVING THE CONSTRUCTION BUDGET FOR STEWARTS CREEK HIGH SCHOOL:

Mr. Jeff Sandvig, Assistant Superintendent, requested approval of the line item budget for Stewarts Creek High School as follows totaling \$46,344,102:

Architect -	\$ 1,344,352
Engineering Services -	250,000
Construction -	39,606,000
Furniture, Equipment, Technology -	4,143,750
Site Development -	1,000,000
Total	\$46,344,102

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the line item budget for the Stewarts Creek High School as presented totaling \$46,344,102.

The motion passed unanimously by roll call vote.

RECOMMENDATION APPROVING THE CONSTRUCTION BUDGET FOR EAGLEVILLE PHASE II ADDITION:

Mr. Sandvig requested approval of the line item budget for the Eagleville Phase II addition as follows totaling \$3,704,825:

Architect -	\$ 316,825
Engineering Services -	100,000
Construction -	2,976,000
Furniture, Equipment, Technology -	262,000
Site Development -	50,000
Total	\$ 3,704,825

Comm. Peay moved, seconded by Comm. Jernigan to approve the line item budget for the Eagleville Phase II addition as presented totaling \$3,704,825.

The motion passed unanimously by roll call vote.

SCHOOL BUILDING PROGRAM BUDGET AMENDMENTS:

Mr. Sandvig requested approval of the following School Building Program budget amendments to provide funding of \$1,544,976 toward the Eagleville Phase II addition:

From: Rockvale Middle School -	\$ 88
Oakland Middle School -	169,049
Whitworth Buchanan Middle School -	183,967
New Elementary School -	1,191,872
To: Eagleville Phase II Addition -	\$1,544,976

Mr. Sandvig advised that the county would be able to borrow \$236,588 less than it would otherwise have to borrow by using this already shared money.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the School Building Program budget amendments as requested amending \$88 from the Rockvale Middle School Project, \$169,049 from the Oakland Middle School Project, \$183,967 from the Whitworth Buchanan Middle School Project, and \$1,191,872 from the New Elementary School Project, with a total of \$1,544,976 to the Eagleville Phase II Addition Project.

The motion passed unanimously by roll call vote.

RESOLUTION APPROVING DEBT MANAGEMENT POLICY:

Chairman Ealy reminded the committee that at last month's Budget Committee a proposed Resolution and a copy of a proposed Debt Management Policy was provided to the committee.

The Finance Director summarized the Debt Management Policy advising that the policy provided procedures that the county was already performing. The policy clarifies that except for short-term Tax Anticipation Notes, the county will not use debt to fund the operations of the county. The debt would only be used to fund the cost of public work projects or school projects. The policy clarifies that the proceeds from the sale of debt will only be used for those purposes that the county commission has authorized. When debt is issued under Title IX, state law requires that a 20-day notice be published in a newspaper of general circulation. Even though the commission has not moved forward into the variable rate market, the policy includes parameters that the county would follow if the commission decided to issue variable rate debt. If there was not anything in the policy about issuing variable rate, then the county would not be allowed to issue variable rate debt if they wanted to do so. The policy provides that all long-term debt to finance the cost of public work projects and school projects will be sold at a competitive sale, and it affirms the county's preference for a competitive sale. The policy allows for a negotiated sale for certain refinancing and short-term financing. The policy describes the factors in determining whether a negotiated sale is beneficial. The policy prohibits the use of financial products such as swaps and derivatives. State law requires that the debt length cannot exceed 30 years, and Rutherford County typically does not borrow for more than 20 years.

The Finance Director advised that the State Comptroller's Office was requiring that all municipalities and local governments adopt a Debt Management Policy.

A proposed Resolution was presented adopting Debt Management Policies for Rutherford County, Tennessee.

Comm. Jordan moved, seconded by Comm. Peay to approve the Resolution and forward the same to the County Commission adopting Debt Management Policies for Rutherford County to take effect immediately.

The motion passed unanimously by acclamation.

OTHER BUSINESS**APPROVE GRANT APPLICATION TO TENNESSEE HISTORICAL RECORDS ADVISORY BOARD FOR HISTORICAL RECORDS REGRANT PROGRAM FOR ARCHIVES:**

Chairman Ealy advised of a grant application to the Tennessee Historical Records Advisory Board for a Historical Records Regrant Program for the Archives Department in the amount of \$2,500, which requires no matching funds. The grant funds will be used to purchase a scanner, hard storage case, Microsoft Office, Photoshop, and a laptop computer.

Comm. Jordan moved, seconded by Comm. Jernigan to authorize the County Mayor to execute a grant application to the Tennessee Historical Records Advisory Board for a Historical Records Regrant Program in the amount of \$2,500 requiring no matching funds. Additionally, to authorize the County Mayor to accept the grant subject to it being awarded.

The motion passed unanimously by acclamation.

ADJOURNMENT:

There being no further business to be presented at this time, Chairman Ealy declared the meeting adjourned at 7:03 P.M.

Elaine Short, Secretary